

Message

From: Wharton, Steve [Wharton.Steve@epa.gov]
Sent: 3/23/2018 11:45:12 PM
To: Thomas, Deb [thomas.debrah@epa.gov]; Bartels, Kimberly [Bartels.Kim@epa.gov]; Cobb, David [cobb.david@epa.gov]; Darling, Corbin [Darling.Corbin@epa.gov]; Delano, Nathaniel [delano.nathaniel@epa.gov]; Diaz, Angelique [Diaz.Angelique@epa.gov]; McClain-Vanderpool, Lisa [Mcclain-Vanderpool.Lisa@epa.gov]; Palomares, Art [Palomares.Art@epa.gov]; Reichmuth, Michelle [Reichmuth.Michelle@epa.gov]; Vranka, Joe [vranka.joe@epa.gov]
CC: Ketellapper, Victor [Ketellapper.Victor@epa.gov]; Heffernan, Daniel [Heffernan.Daniel@epa.gov]
Subject: RE: Action Items etc. from 3/14 Lead Mtg
Attachments: Draft Commitments_Superfund.docx; R8 Lead Action Plan_ Superfund_180323.docx

Deb – I have attached the draft Region 8 Lead Action Plan containing the revised Superfund, Brownfields and Response sections. I've also attached some very draft commitments for these same programs.

Thanks,
Steve

From: Thomas, Deb
Sent: Friday, March 16, 2018 1:54 PM
To: Bartels, Kimberly <Bartels.Kim@epa.gov>; Cobb, David <cobb.david@epa.gov>; Darling, Corbin <Darling.Corbin@epa.gov>; Delano, Nathaniel <delano.nathaniel@epa.gov>; Diaz, Angelique <Diaz.Angelique@epa.gov>; McClain-Vanderpool, Lisa <Mcclain-Vanderpool.Lisa@epa.gov>; Palomares, Art <Palomares.Art@epa.gov>; Reichmuth, Michelle <Reichmuth.Michelle@epa.gov>; Vranka, Joe <vranka.joe@epa.gov>; Wharton, Steve <Wharton.Steve@epa.gov>
Subject: Action Items etc. from 3/14 Lead Mtg

Notes from 3/14/18 Cross-Program Lead Strategy Kick-off Meeting

Next Meeting 3/27 10-10:45a in the RAs Conference Room (invite sent)

Key Points

We agreed that our outward facing document will align with the format and level of detail included in the Drinking Water section. More details will be provided in an internal implementation plan.

In establishing commitments for FY18/19 the focus will be on products we will produce. Products are specific and can be counted. The current draft strategy mentions many products such as outreach events, inspections, training events, SOPs, data collections, press releases, website pages, partnerships, grant solicitations, state coordination events, enforcement actions etc.

From a communications perspective it is important to have a clear problem statement (the why) in front of each action.

Our goal is to finalize the Strategy, specific commitments and the communication plan by the end of March.

Action Items (All action items due to Deb by COB 3/23)

1. Add Corbin Darling, Kim Bartels and Nate Delano to the team – **Done**
2. Rewrite all sections of the strategy using the drinking water section as the guide for format and level of detail. DW section to be updated based on state feedback. DW – **Angelique and Nate**; Lead-Based Paint – **Michelle**; Superfund Brownfields and Response – **Steve and Joe**

3. Add an overarching introductory section to the strategy that covers cross-program coordination, integrated outreach, prioritization, and disproportionate impact. **Deb**
4. Draft Commitments for FY18/19. DW – **Art and Angelique**; Lead-Based Paint – **Michelle**; Superfund, Brownfields and Response – **Steve and Joe**
5. Draft Communication Strategy for Rollout - **Lisa**